

**TOWN OF HIGHLAND, INDIANA  
ORDINANCE NO. 1347**

**AN ORDINANCE TO AMEND THE HIGHLAND MUNICIPAL CODE  
ESTABLISHING A NEW SUBCHAPTER STYLED as SPECIAL EVENT FEES  
AND REPEALING CONFLICTING ORDINANCES**

**WHEREAS**, The Highland Town Council adopted Ordinance No. 1335 which established a Special Events Advisory Council;

**WHEREAS**, The Special Events Advisory Council is a now a body established to advise and assist with the planning and execution of special events, which includes an annual Independence Day festival;

**WHEREAS**, In order to support the costs associated with planning and executing the Independence Day Festival as well as the other Special Events that the Municipality may from time to time wish to host or conduct, a schedule of fees and charges should be authorized for certain activities conducted by users of space at events;

**WHEREAS**, The Town of Highland through its Town Council has placed the administration of certain special events under the Office of the Town Council and its Town Manager, so a schedule of fees and charges are required to be enacted and authorized,

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL FOR THE  
TOWN OF HIGHLAND, LAKE COUNTY, INDIANA** as follows:

**Section 1** That Chapter 32 of the Highland Code of Ordinances is hereby amended by creating a new subchapter styled as *Special Event Fees and Charges*, comprised of Sections § 32.46 through § 32.48, which shall read as follows:

***SPECIAL EVENT FEES and CHARGES***

**§32.46 ESTABLISHMENT**

- (A) In order to provide ways and means to carry out and support the scheduling and execution of special events in the Town, a schedule of fees and charges is hereby authorized and established to be paid by certain food and craft vendors who are participants in special events that are conducted by the Town of Highland for which the Special Events Advisory Committee has offered support and advice, and that are not otherwise under the direction of the Highland Parks and Recreation Department.
- (B) These fees and charges are in effect for special events at which the identified type of vendor or exhibitor participates as an amenity or

attraction associated with a special event that is sponsored by the Town of Highland for which the Special Events Advisory Committee has offered support and advice.

- (C) Special Events for which these fees and charges apply may be effective for special events that may be conducted from time to time on property of the Parks and Recreation Department, provided the Park and Recreation Board has authorized the use of its property for that purpose.

#### §32.47 SPECIAL EVENT FEES AND CHARGES

- (A) The following fees and charges are hereby established for vendors displaying for sale or exhibit various wares of **arts and crafts** as part of a special event for which the Special Events Advisory Committee has offered support and advice:

Area used for Exhibit	User Fee
10'x10'	\$300.00
10'x20'	\$450.00
10'x30'	\$600.00

- (B) The following fees and charges are hereby established for vendors offering **food and beverages** for sale as part of a special event for which the Special Events Advisory Committee has offered support and advice:

Space, Area and Electrical Needs used for Exhibit	User Fee
Single Space 10'x10' with 2 outlets 20 amps	\$300.00
Double Space 20'x20' with 4 outlets 40 amps	\$550.00
Trailer One line 220 volt/40 amps	\$550.00

- (C) Vendors identified in this subchapter **are exempt** from the requirements of Chapter 114 of the Municipal Code regulating peddlers and solicitors.

**§32.48 CASH BOOK DUTIES; DEPOSITS of FEES**

- (A) Money procured from fees and charges identified in this subchapter shall be deposited at least **weekly, and more frequently when possible**, with the Clerk-Treasurer.
- (B) The Clerk-Treasurer shall deposit the fees and receipt to the credit of the Special Events Non-Reverting Operating Fund as described in Section §32.44 of the municipal code.
- (C) The Clerk-Treasurer shall keep such accounts and perform such other tasks and duties as outlined under IC 5-13-5 and IC 36-5-6.

**Section 2.** Any and all such ordinances in conflict with the provisions of this ordinance are hereby repealed and have no further force or effect.

**Section 3.** This ordinance shall become and be in full force and effect from and after the date of its passage and adoption upon its signature by the executive in the manner prescribed by IC 36-5-2-10(a).

Introduced and Filed on the 22<sup>nd</sup> Day of January 2007. Consideration on same day or at same meeting of introduction was approved with a vote of 5 in favor and a vote of 0 opposed, all pursuant to IC 36-5-2-9.8.

**DULY ORDAINED AND ADOPTED** this 23<sup>rd</sup> Day of January 2007, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA**

**/s/ Daniel Dernulc, President (IC 36-5-2-10)**

**ATTEST:**

**/s/ Michael W. Griffin, Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)**